

11 February 1952

MEMORANDUM FOR: PC SURVEY GROUP

SUBJECT : Minutes of Meeting No. 1, held 8 February 1952

PRESENT :



25X1

1. This meeting initiated the functioning of the PC Survey Group. The discussion was directed primarily to the charter defining the organization and purpose of the Group, its procedure, and to a general consideration of the type problems which can be considered by it.

2. The charter was accepted as presented with two exceptions:

a. With regard to membership, it was agreed that a new paragraph should be inserted to this effect: That certain additional staff chiefs or individuals will be considered as ex-officio members of the Group and will sit with the Group whenever matters involving their primary interest are discussed.

b. With regard to procedure, it was agreed that the Executive Secretary would notify the office charged with liaison responsibility prior to having any direct contact with agencies outside of CIA/opc.

3. The sense of the discussion on procedure was as follows: That we should not seize ourselves with problems coming under the competence of existing staffs. We should avoid duplication and insofar as possible, see that problems are pre-digested by the staff in advance of their consideration by the Survey Group. The Survey Group should avoid placing an excessive load on existing staff officers. It must assure itself that any study undertaken at the direction of the Survey Group be of overriding importance to opc as a whole. It is likewise agreed that we should avoid asking that studies be written if papers already in the mill can serve much of the same purpose. The main function of the Secretariat with regard to studies already written or in process is to analyze them and to present the issues for decision in the most concise form.

4. The discussion then concerned itself with the proposed agenda of problems to be considered. It was agreed that the members of the Group would examine this list and at the next meeting suggest which of

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the problems

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the problems studied were most appropriate for the Group and the order in which they should be examined. It was thought that as a normal rule three or four problems at a time should come under the Group's surveillance.

5. It was agreed that the problem of capabilities was properly the most important one to be considered. At the same time it was recognized that this problem had many aspects, some of which were recurrent in nature. The suggestion was made and accepted that each member of the Group would prepare a checklist of the various factors and facets of a comprehensive study on our capabilities. These factors would then be utilized by the Executive Secretariat in developing the terms of reference under which a comprehensive study on our capabilities could be undertaken. In discussing capabilities, it was also suggested that there are different kinds of limitations and assets -- limitations on personnel, the amount of money, what we are up to, political pressure that may be placed upon us to deliver -- the ability [redacted] etc.

[redacted]

7. The Secretary requests that the Group suggestions as to capability factors be made available to him by 18 February.

8. It was decided that the next meeting would take place at 3:30 p.m., Tuesday, 19 February, in [redacted]

[redacted]

Executive Secretary